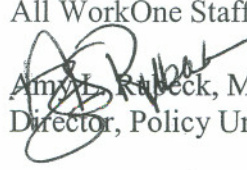




## **FORMAL COMMUNICATION**

TO: Regional Operators  
Indianapolis Private Industry Council  
Directors of Operations for Northern & Southern Indiana  
All WorkOne Staff who work with the Trade Adjustment Assistance Program

FROM:  Amy L. Rutbeck, MA, LMHC  
Director, Policy Unit

DATE: November 15, 2007

### **Technical Assistance Bulletin TAB 2007-02**

#### **Expansion of Technical Assistance through TABs**

##### ***Content***

The purpose of Technical Assistance Bulletins is to provide formal, additional guidance to the Regional Operators, the Workforce Investment Board Director, Indiana Department of Workforce Development (DWD) staff, service provider staff, and other interested workforce development individuals. DWD believes policies often address issues at a very high level and contain very little operational direction. These bulletins are intended to address specific issues not fully covered in DWD policies. They are to provide technical assistance and be user friendly and helpful to all. The bulletins fall under the DWD heading of a "Formal Communication", issued under the signature of the Director of Program Policy, and be considered official communication to the workforce development system.

As Indiana's workforce development system implements and embraces integration, these bulletins will be a major source of technical assistance to the field on Workforce Investment Act, Wagner-Peyser, Veterans, Trade Adjustment Assistance, and Unemployment Insurance programs. Recipients of the bulletins are to ensure that all staff affected by the guidance receives the guidance in a timely manner.

Questions may be directed to Jennifer Biddle of the Policy Unit at 317/232-7459 or by email at [jbiddle@dwd.in.gov](mailto:jbiddle@dwd.in.gov).

Mitchell E. Daniels, Jr., Governor  
Teresa L. Voors, Commissioner

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WIA TAB Number	Subject Matter
2007-02	Expansion of Technical Assistance through TABs
2007-01	Revision to Employment Eligibility Verification Form I-9
2006-08	Military Service Members/Spouses as WIA Dislocated Workers
2006-07	Guidance from the U. S. Department of Labor
2006-06	Out-of-School Youth Definition
2006-05	WorkKeys Certificates under the Youth Common Measures
2006-04	Repeating classes or tests funded by the Workforce Investment Act
2006-03	Discontinuation of the Certificates of Technical Achievement Program
2006-02	Trade Adjustment Assistance - Qualifying Separation Date for Worker's Compensation
2006-01 Change 1	Clarification on DWD Communication 2005-26 (rescinded 8-22-07)
2006-01	Clarification on DWD Communication 2005-26 (rescinded 8-22-07)
2005-008	Youth as Displaced Homemakers
2005-007	Documentation Requirements – Katrina Victims
2005-006	Modifying Indiana's Eligible Training Provider List
2005-005	Special Endorsement for Indiana School Bus Drivers
2005-004	General Studies Degrees
2005-003	High School Diplomas for Individuals with Disabilities
2005-002	Incumbent Worker Councils
2005-001	Incentive Payments to WIA Participants
2004-001	WorkKeys Certificates
2003-007	Basic Skills Deficiency
2003-006	CPR or First Aid as a Credential
2003-005	Driver's License as a Credential
2003-004	"Temporary" Employee Eligibility for WIA Services
2003-003	Service Tiers & Partner Services
2003-002	Intensive and Training Services
2003-001	WIA Citizenship and Registration for Selective Services
2003-000	Workforce Investment Act Technical Bulletins